



Volunteer Code of Ethics

As a volunteer of Caritas of Waco, I agree to follow the Volunteer Code of Ethics of this facility during the duration of my volunteer service. This includes but is not limited to:

I will follow the instructions given to me by my supervisor. I will allow for job/task changes to be made in order to best suit my skills and abilities. If I find that I am unable to do the work assigned, I will let my supervisor and volunteer coordinator know so that other arrangements can be made.

I agree to provide my volunteer service in a professional manner. I will ensure that my appearance and LANGUAGE are clean, neat, and personally not offensive. I will not threaten, verbally or physically, any staff, clients, or volunteers.

I will not steal from this facility nor the clients and patrons I serve. I will report such acts witnessed to my supervisor immediately. Emergency assistance is available to any volunteers needing Caritas services. (Please see the volunteer coordinator or your supervisor if you have questions concerning emergency assistance.)

I will not breach the confidentiality of either staff or clients. I will not seek information that does not pertain to my job task, nor give private, confidential information to others without proper authority.

I will report any and all abuse of clients, volunteers, and staff immediately to my supervisor or the volunteer coordinator.

I will not accept money or unauthorized gifts for my volunteer service.

I agree that, should I not follow this code, my service will be terminated and hours lost.

Volunteer Signature

Date